AGENDA
Committee of the Whole
Monday, August 5, 2019 @ 5:30 p.m.
Tony Benavides Lansing City Council Chambers
City Hall 10th Floor

Council Member Wood, Chairperson
Council Member Spadafore, Vice Chairperson

1. Call to Order
2. Roll Call
3. Minutes
   • July 29, 2019
4. Public Comment on Agenda Items (Up to 3 Minutes)
5. Presentations:
   • Lansing Police Department Future Updates – Captain Daryl Green-Interim Police Chief
   • Ranked Choice Voting – Hugh McNichol
   • LBWL Stump Removal Update
   • Code Enforcement Update – Brian McGrain, Economic Development/Planning Director
6. Discussion/Action:
   A.) DISCUSSION/RESOLUTION/ORDINANCE – Introduce and Set Public Hearing; Ordinance Amendment Chapter 288 Section 288.21 – Chief Strategy Officer
7. Other
8. Adjourn

The City of Lansing's Mission is to ensure quality of life by:
I. Promoting a vibrant, safe, healthy and inclusive community that provides opportunity for personal and economic growth for residents, businesses and visitors
II. Securing short and long term financial stability through prudent management of city resources.
III. Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses.
IV. Adopting sustainable practices that protect and enhance our cultural, natural and historical resources.
V. Facilitating regional collaboration and connecting communities
CALL TO ORDER
Council Member Wood called the meeting called to order at 5:30 p.m.

PRESENT
Councilmember Kathie Dunbar-excused
Councilmember Jeremy A. Garza
Councilmember Adam Hussain
Council Member Brian T. Jackson
Councilmember Peter Spadafore
Councilmember Patricia Spitzley
Councilmember Jody Washington
Councilmember Carol Wood

OTHERS PRESENT
Sherrie Boak, Council Staff
Joseph Abood, Chief Deputy City Attorney
Samantha Harkins, Executive Staff, Mayor’s Office
Lisa Hagen, Assistant City Attorney & Council Legal Analyst
Eric Brewer, Council Internal Auditor
Sharon Frischman, City of Lansing Assessor
Mary Reynolds

Minutes
MOTION BY COUNCIL MEMBER SPADAFORE APPROVE THE MINUTES FROM JULY 22, 2019 AS PRESENTED. MOTION CARRIED 7-0.

Public Comment on Agenda Items
Ms. Reynolds asked about the Ordinance Amendment on the agenda, and what the amendments are for. Council President Wood stated that the ordinance speaks to minimum requirements for positions and this would be the minimum requirements.
DISCUSSION/ACTION

RESOLUTION – Immigration

Council Member Washington stated that on July 12th, when attending a rally, there was a discussion on the situations on the border. The discussions to her involved suggestions to have the legislature move in a more humanly and quick manner. Once Council takes action on the draft resolution, she is asking that it be sent onto the Legislature. Council President Wood stated her proposed timeline would be to have the Tribute Resolution before Council on August 12th for a special ceremony for members of the public to accept. Council Member Jackson supported the proposed resolution, but noted that Council should also consider future suggestions of funding and housing. Council Member Garza stated he would not be in attendance on August 12th, but did support it.

It was suggested that an amendment be added to state the resolution should be sent onto the legislation delegates in Washington DC after adoption.

DISCUSSION – Ord. Amendment Chapter 288 Section 288.21 – Chief Strategy Officer

Council President Wood recapped that during the budget Council spoke to funds being set aside for this position, but also a resolution that outlined the minimum standards for a Chief Strategy Officer. During that discussion, she reminded Council and OCA, that there was a reporting mechanism discussed, but since that time the OCA has now stated that requirement cannot be put in the Ordinance but can be in a resolution. Mr. Abood referenced the Charter – 401.1 indicating Council can set the qualifications of a person for a position, but Council does not have the authority to place requirements on the position, therefore the requested requirement of reporting would not be allowable in the proposed ordinance. The Committee then reviewed draft #4, which did not have that condition. Council President Wood reiterated that during the budget discussions it was asked for by Council and was agreed to by the OCA that checks and balances for this position could be put in the ordinance, and now there is frustration because the OCA is informing Council they cannot. Council Member Spitzley agreed discussions were held on the concept and strategy of this position by Council and the FHT, and the OCA should have made the recommendation and determination prior to this meeting. Council Member Hussain agreed with the statements made, and Council Member Washington noted that the FHT recommended the position report to the Administration and the Council. Without reporting to both parties, it will be hard to hire someone and not have them unbiased, therefore she too supported the requirement and asked for more time to review the documents. Council Member Spitzley asked that the Administration look into the best mechanism to be allow Council to receive reporting. Council Member Jackson spoke in support of the position in the Administration because since they are not elected, they can provide recommendations.

Council President Wood stated the Committee would review Draft #4 again on August 5th, and asked the OCA to draft a document to address the requirements after they have research additional options. Council Member Spadafore asked if the Budget Policies that Council adopted as part of the Budget Resolution be amended to direct the spending dollars for this position towards specifics. Mr. Abood confirmed the OCA would research that as well.

DISCUSSION – State of Michigan Department of Treasury RE: Tax Management Associates: Follow up Review of the City of Lansing’s 2019 Assessment Roll

Ms. Frischman informed the Committee that the State and State Tax Commission do audits by county, by local units to make sure the basic procedures are met. She clarified that this is not an audit that would change any numbers but an audit of processes and procedures to meet minimum requirements. The audits have been performed in 2013 and 2018, and in 2018 they found the following four (4) deficiencies:

1) Did not have economic condition factors. RESPONSE: this is done to make sure using the City is using information from the current market. The comment was that the City did not
calculate that factor for any industrial use for the year, however it was documented to the State that the City has very few industrial properties and so few sales to calculate.

2 – Land value maps. RESPONSE: The State wanted printed land value maps, however that would require 100+ so the City did obtain to provide and electronic version, therefore that requirement has been removed.

3 – Land values with adjustments without an explanation attached to them. RESPONSE: There were 1,700 and some were landlocked parcels, RR property with no road access, and wetlands. Any others, staff was instructed to take the adjustment off if there was no documented reason.

4- Form 5076. RESPONSE – this form is a form for small tax payer exemption on personal property accounts that have a true case value of $80,000. They can complete the form to provide the proof and then do not pay taxes. The City processed 1,000+ in 2018 and apparently the State was not able to find the form on one. Council Member Spitzley asked what happens if someone has signed this form, but still getting notices. Ms. Frischman stated they could contact her directly.

Lastly, Ms. Frischman confirmed the four (4) concerns were addressed, and sent the database electronically. Council President Wood asked if now that there was an audit, if they will get audited for a period of time, and was told it is 5-year cycle no matter what, so the next audit is 2023. Council President Wood then asked about the recent data collection activity in the south area of Lansing, and Ms. Frischman confirmed it is a City-wide however they started in the south area. They will be doing property inspections to make sure their records are currently reflecting the property. They currently already do address changes with building permits. Lastly, Ms. Frischman stated she ran a search of the PRE and forwarded that to Scott Sanford in code compliance for a comparison on registered rentals.

Other
Council President outlined four (4) items for presentation at the Committee of the Whole on August 5th. That included the introduction of the new LPD Chief, Rank Choice Voting presentation, an update on BWL stump removal and an overview of Code Compliance by Brian McGrain.

ADJOURN
The meeting was adjourned at 6:08 p.m.
Respectfully Submitted by,
Sherrie Boak, Recording Secretary
Lansing City Council
Approved by the Committee on
IMPROVING OUR REPRESENTATIVE DEMOCRACY

Ranked Choice Voting

Lansing City Council Presentation
August 5, 2019
Existing Plurality Has Major Flaws

Ranked Choice Voting is a simple upgrade to our existing flawed plurality voting process

**Plurality Issues:**
- 30-40% of elections have *winners with <50% support*
- *“Split Primary Voting”* - Electorate majority positions split across multiple similar candidates, thus electing least supported candidate
- *“Wasted Vote”* - Electorate not casting for best personal match for fear of wasting their vote
- *“Spoiler Effect”* – Democracy participation suppression for fear of being a spoiler candidate
RCV - A SIMPLE REFORM

LEAGUE OF WOMEN VOTERS OF MAINE EDUCATION FUND

RANKED CHOICE VOTING
SAMPLE BALLOT

A. To vote, fill in the OVAL ○ to the right of the candidate of your choice like this ●.
B. If you wrongly mark, tear or spoil the ballot, return it and get another.

- Rank candidates in order of preference.
- Fill in the 1 next to your first choice.
  Fill in the 2 next to your second choice.
  Fill in the 3 next to your third choice.
- Do not fill in more than one oval per candidate. Do not fill in more than one oval per column.
- Ranking a 2nd, 3rd, etc. choice candidate will not hurt your first choice candidate.

<table>
<thead>
<tr>
<th>Candidate 1</th>
<th>1</th>
<th>2</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidate 2</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Candidate 3</td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>
RCV – A SIMPLE REFORM

Count Voters' First Choices

Does a candidate have a majority?

Yes

Winner Found!

No

Distribute Eliminated Candidate's Ballots

Eliminate Last Place Candidate
Here’s one way the results can be displayed:

2017 Minneapolis Mayoral Race

Election Results
Where is RCV used?

Points:
- Cambridge MA has used RCV in every local election since 1941;
- Minneapolis, voter turnout has steadily climbed from 15% before RCV, to 42.45% in the 2017 municipal elections.
- Maine passed RCV statewide in 2016 and implemented in their 2018 primary;
- Utah 59-12; Overseas military;
- Ferndale & Eastpointe (Ann Arbor?)
MICHIGAN’S “Home Rule Act”

MCL 117.3 Mandatory Charter Provisions:

“Elections may be by a partisan, non-partisan, or preferential ballot, or by any other legal means of voting.”

Upheld in Stephenson vs. Ann Arbor Board of Canvassers
Chris Swope, Lansing City Clerk
2016 MI Republican Presidential Primary

17 Candidates - winner had only 36% of the vote. Over 60% of voters might’ve prefered anyone else.
2020 Democrats Have Similar Challenges
“Top 2” or “Runoff Elections”

Two variation... A voting system whereby if nobody receives over 50% of the vote, another round of elections occur with only the top 2 candidates from the previous round.

Also ensures that winners will have over 50% support. BUT...
The Cons of Runoff Elections

Costs

→ **Money**  
Additional rounds of elections are expensive and can sometimes cost over a million dollars.

→ **Time**  
Runoff elections take months to organize and complete. Voters must vote twice, either taking time away from work or their families.

→ **Resources**  
Other unnecessarily wasted resources include polling spaces, paper, ink, envelopes, etc.

“Ranked Choice Voting” solves these problems.
More Benefits of Ranked Choice Voting

• Insures every voter counts
• Reduced negative campaigning
• Increases voter turnout
• Increases candidate participation
• Ends strategic voting
• Easier for military/overseas voters to participate.
• Saves Money
• Saves Time
• Saves Resources
RANKED CHOICE VOTING – A BETTER WAY

Is Lansing Ready to Lead Michigan?

THANK YOU
Material Not Available at the time the packet was published. Please continue to check back for updates on this document.
INTRODUCTION OF ORDINANCE

Council Member Wood introduced:

An ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 288, Section 288.21 to provide minimum qualifications for a Chief Strategy Officer.

The Ordinance is referred to the Committee of the Whole

RESOLUTION SETTING PUBLIC HEARING
BY CITY COUNCIL

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, August 26, 2019 at 7 p.m. in City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of amending the Lansing Codified Ordinances by amending Chapter 288, Section 288.21 to provide minimum qualifications for a Chief Strategy Officer.

Interested Persons are invited to attend this Public Hearing
ORDINANCE NO. ___________

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING CODIFIED ORDINANCES BY AMENDING CHAPTER 288 SECTION 288.21 TO PROVIDE MINIMUM QUALIFICATIONS FOR A CHIEF STRATEGY OFFICER.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 288, Section 288.21, of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby added to read as follows:

288.21 CHIEF STRATEGY OFFICER

(A) TRAINING AND EXPERIENCE. HE OR SHE SHALL HAVE A MASTER’S DEGREE IN FINANCE, ECONOMICS, ACCOUNTING, MANAGEMENT, ADMINISTRATION, OR A RELATED FIELD. ADDITIONALLY, HE OR SHE SHALL HAVE FIVE TO SEVEN YEARS IN FINANCE/ADMINISTRATIVE OR PROJECT MANAGEMENT.

(B) KNOWLEDGE AND SKILLS. HE OR SHE SHALL HAVE BROAD KNOWLEDGE OF FINANCIAL PROGRAMMATIC AND/OR PERFORMANCE BUGETING, FORECASTING, AND INVESTING PUBLIC FUNDS. IN ADDITION, HE OR SHE SHALL HAVE DEMONSTRATED KNOWLEDGE OF CONTINUOUS IMPROVEMENT PRINCIPLES AND PRACTICES. HE OR SHE SHALL HAVE KNOWLEDGE OF COLLECTIVE BARGAINING AGREEMENTS, INCLUDING NEGOTIATION OF CONTRACTS. HE OR SHE SHALL HAVE EXPERIENCE IN STRATEGIC PLANNING AND EXECUTION. HE OR SHE SHALL HAVE KNOWLEDGE OF MUNICIPAL PENSION BOARDS/SYSTEMS, INCLUDING ACTUARIAL REPORTS.
(C) REPORTING. THE CHIEF STRATEGY OFFICER IS REQUESTED TO REPORT ON A
REGULAR BASIS TO CITY COUNCIL REGARDING ANALYSIS OF FINDINGS AND
WORK PERFORMED.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
inconsistent with the provisions are repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be
invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof
other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
immediate effect by City Council, and shall expire December 31, 2027.

Approved as to form:

__________________________________________
City Attorney

Dated: _________________________________
Chief Strategy Officer
The Lansing City Council is establishing a Chief Strategy Officer. City Council will work with the Administration, Financial Health Team and Unions to establish an ordinance and/or contract outlining expectation and reporting. This process will begin no later than June 30, 2019.

After the establishment of a Chief Strategy Officer, City Council will also consider the appointment of a standing committee to exam the recommendations from the Chief Strategy Officer and issues involving the long term liabilities.
The City of Lansing, Michigan (\textquotedblleft City\textquotedblright) is seeking an experienced individual to serve as the Chief Strategy Officer (\textquotedblleft CSO\textquotedblright). This executive level position is appointed by the Mayor and serves at-will under contract.

The City of Lansing is a diverse, robust capital city that offers a great place to live, work, and play. The Capitol City hosts the seat of state government, a thriving economy, areas of culture and entertainment, manufacturing, major educational institutions and is centrally located to major areas of interest.

The Chief Strategy Officer will identify, analyze, develop, communicate, oversee, and monitor short-term and critical long-term strategic goals/policies and action plans focused on reducing the City's unfunded actuarial accrued liabilities for the pension and other post-employment benefits. The successful candidate will possess strong analytical, excellent communication and project management skills. The successful candidate must also be able to handle sensitive information with professionalism and integrity and work well with various stakeholders. The City offers a competitive wage and benefits package.

**EDUCATION AND EXPERIENCE PREFERRED:**

- Bachelor’s Degree and Master’s Degree in finance, economics, accounting, management, administration, or a related field.
- Five to seven years in finance/administrative and project management
- Experience in strategic planning and execution
- Experience with financially distressed units of government, or turnaround management experience with restructuring or bankruptcy in either the private or public sectors, is strongly preferred
- In-depth knowledge and experience in management, including multi-fund, multi-year budgeting, governmental accounting, and financial reporting
- Experience in budget presentations, communicating with internal/external stakeholders
- Knowledge of internal control systems over the financial assets and financial record keeping activities
- Knowledge of collective bargaining agreements, including negotiations of contracts
- Knowledge of municipal pension boards / systems, including actuarial reports
- Understanding of risk management
- Experience working with, and deep knowledge of, State and Federal grants, application preparation and submission, reporting requirements, and regulations
- Experience and evidence of ensuring compliance, best practices, and transparency
- Proficient working with financial software/spreadsheets

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Excellent verbal, written and interpersonal communication skills
- Evidence of leadership skills – team building and demonstrated ability to work effectively with all staff in all departments, in addition to the persuasive ability to negotiate and influence stakeholders on difficult and necessary actions that need to be taken
- Demonstrated knowledge of continuous improvement principles and practices
- Broad knowledge of financial, programmatic and or performance budgeting, forecasting, and investing public funds
- Knowledge of federal, state, local laws, policies, regulations and procedures relating to financial management
- Ability to generate and communicate cost benefit analyses
SPECIAL REQUIREMENTS: Must pass a Federal/National criminal background investigation and credit check. Must possess and maintain a valid driver’s license. Ability to travel to offsite events and meetings.

A letter of interest, resume and credentials can be sent to Exec.Search@lansingmi.gov

For a complete Job Description, email your request to Exec.Search@lansingmi.gov

The City of Lansing is an Equal Opportunity Employer and a Certified Veteran Friendly Employer.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Job descriptions are not intended as and do not create employment contracts. The City maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

The City of Lansing provides reasonable accommodation to applicants and employees with disabilities where appropriate. If you need reasonable accommodation for any part of the application and hiring process, or during employment, notify the Department of Human Resources at (517) 483-4004. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.